

REGISTRATION FEE: \$50.00

Beginner CECAS Contacts

Description:

CECAS Contacts will receive a basic, hands-on overview of CECAS, including: navigating the screens, searching for students, documenting the Special Ed and Child Plans screens, documenting DEC Forms, using reports, submitting periodic counts, and closing, exiting and transferring records. The intended audience for the workshop is the person designated as the CECAS contact for the LEA/Charter School/State Operated Program who is in the first or second year of service in the role. *Due to limited space, please register no more than two people from the same LEA/Charter/State Operated Program.*

Instructors: Jennifer Sims, Khalilah O'Farrow Boulware, Ilona Ketting and Sue Ann Stalnaker

Questions: Contact Support Staff at helena.coston@dpi.nc.gov or 919-807-3247

Special Assistance: Any individuals requesting accommodations under the Americans with Disabilities Act should contact the support staff before the training.

*****NOTICE*****

Call support staff to add your name to the waiting list when institute becomes full.

If payment is not received by June 16, participants will be contacted by support staff via phone and email to confirm payment has been mailed.

On June 30, participants who are on the waiting list will be contacted to confirm attendance and reminded to bring payment to institute.

Click to register: <https://www.surveymonkey.com/r/3GZPK7L>